

6: 45 p.m. Public Hearing re: Ordinance 223-28 – Exemption for Horses and Ponies

The Rocky Hill Town Council held a public hearing on Monday, November 17, 2014 in the Council Chambers of Town Hall. Mayor Henry Vassel called the public hearing to order at 6:49 p.m. Those in attendance: Deputy Mayor Nadine Bell, Councilor Meg Casasanta, Councilor Guy Drapeau, Councilor Joe Kochanek, Councilor Bill MacDonald, Councilor Frank Szeps and Councilor Cathy Vargas. Also present were Town Manager Guy Scaife and Finance Director John Mehr.

Those absent: Councilor Tim Moriarty.

Stuart Topliff (Assessor) said this Ordinance would exempt horses and ponies in this Town. He knows of two horses that the Town has now and he truly believes those are pets. The Assessors Association of Connecticut has been trying to get this for five or six years now and the State Legislature has declined taking a Bill up to exempt horse and ponies for each previous year but it passed a law this past year that allows municipalities to exempt horses and ponies through a local Ordinance. Mayor Vassel asked Stuart Topliff if he is aware of any other Towns doing the same type of thing and he said Durham passed this Ordinance in August 2014.

Mayor Vassel asked if there were any questions from the public. Stuart Topliff believed that the Ordinance needed to be read aloud and in full. Councilor Drapeau said this wouldn't be ruled on until the Town Council's 7:00 p.m. meeting tonight. Mayor Vassel said the Town Attorney has said that it is fine as long as it is published but he said this could be read into the record. Jo-Anne Booth read this aloud and in full.

Mayor Vassel asked if anyone from the public had any comments for or against this. There were none.

Deputy Mayor Bell made a motion to close the Public Hearing (re: Ordinance 223-28-Exemption for Horses and Ponies). The motion was seconded by Councilor Vargas and adopted unanimously by those present.

As there was no further discussion, the public hearing was adjourned at 6:52 p.m.

Respectfully submitted,

Jo-Anne Booth

Town Council
Minutes (Approved)

November 17, 2014

The Rocky Hill Town Council held its regularly scheduled meeting on Monday, November 17, 2014 in the Council Chambers of Town Hall. Mayor Henry Vasel called the meeting to order at 7:00 p.m. Those in attendance: Deputy Mayor Nadine Bell, Councilor Meg Casasanta, Councilor Guy Drapeau, Councilor Joe Kochanek, Councilor Bill MacDonald, Councilor Frank Szeps (Left at 8:12 p.m.) (Re-entered at 8:16 p.m.) and Councilor Cathy Vargas. Also present: Town Manager Guy Scaife and Finance Director John Mehr.

Those absent: Councilor Tim Moriarty.

The Pledge of Allegiance was recited.

Presentation – Meritorious Service Award – Lt. Brian Stevens – Chief Garrahy, Fire Dept.

Chief Mike Garrahy offered his appreciation to Town Manager Scaife, Mayor Vasel and the Town Council for allowing them to recognize Lt. Brian Stevens and the RHFD this evening. Chief Garrahy said they were going to recognize Lt. Stevens tonight for actions that went well above and beyond the call of duty. The Meritorious Service Award has been awarded only eight other times in the RHFD's eighty-seven year history.

The RHFD had been dispatched on September 24, 2014 at 11:06 p.m. to the 2000 block of the Silas Deane Highway for a two car head on motor vehicle accident with occupant entrapment in both vehicles. Chief Garrahy said while he was en route, he received several radio messages from Sergeant Mike Norman (RHPD), who was calling for rapid extrication of one of the victims. Chief Garrahy said upon his arrival that the Silas Deane Highway was no longer passable and it was evident from him looking at the impact zones on the cars involved that there would be serious injuries they would be dealing with. He heard Lt. Stevens calling out to him to help him with the vehicle that had the heaviest damage. Chief Garrahy found Lt. Stevens inside the vehicle and he was providing first aid to Eric Mears, the driver, who had lost a lot of blood, as well as sustained very serious head injuries. Lt. Stevens had entered the crashed vehicle without the benefit of personal protective equipment and at great personal risk. He performed emergency patient care. The emergency room doctor confirmed that Lt. Stevens' actions contributed to saving Eric Mears' life. Chief Garrahy introduced Carm and Trish Mears, the parents of Eric Mears, and thanked them for being present this evening.

Chief Garrahy said he had talked to Lt. Stevens several times after this incident. Lt. Stevens had witnessed this accident when he was on his way home from band practice and he would have been involved in it if it was a few seconds earlier. His training took over and he instinctively parked his pickup truck in a way to shield Eric Mears from further injury. Lt. Stevens attempted to call for help while performing a size up of the scene, which was difficult, dangerous and dynamic. He concentrated his efforts on Eric Mears' car. An Aetna ambulance luckily came upon the scene. Lt. Stevens went to work on Eric Mears while the Aetna ambulance crew called the accident in. Lt. Stevens continued patient care until Eric Mears was removed from the

vehicle and turned over to EMS. Chief Garrahy said this is a great example of where training creates instinct.

Chief Garrahy thinks that Lt. Stevens was a little offended at first when he was told that he had been nominated and approved for this award because he said that he was just doing his job. Chief Garrahy said to him, this response was one of a true and compassionate professional. He told Lt. Stevens that his actions on that night were in the deepest traditions of the RHFD and these were a tribute to him, as well as to the RHFD.

Mayor Vasel said that he had grown up with Lt. Stevens, as well as with his brother, John Steven and it doesn't surprise him that Lt. Stevens would be getting an award like this. Lt. Stevens and John Stevens have both served several tours of duty and then joined the RHFD. Mayor Vasel said that Lt. Stevens had said how anyone would have done this and that is true because all of the members of the RHFD take this very seriously. They devote their time and energy, as well as have a lot of training, to save and rescue people. He told Lt. Stevens that what he had said was a great thing. Mayor Vasel read a Proclamation for Lt. Stevens aloud and in full. Chief Garrahy then presented Lt. Stevens with a commendation bar, which signifies the importance of his actions, so that he can wear this on his uniform.

Chief Garrahy said Eric Mears survived what had initially been thought as being a non-survivable motor vehicle accident. Eric Mears is in a rehab facility now and has a long road ahead of him but he has a road ahead of him thanks to the great care at the scene and at the hospital. Chief Garrahy congratulated Lt. Stevens on a job that was well done.

Public Comment

Christa Mariner, 58 Farms Village Road, R.H., spoke. (Please see the First Attachment.)

Jim Zagroba, 263 Meadow Road, R.H., echoed Christa Mariner's sentiments, particularly on the taxes and the compassion that needs to be used. Jim Zagroba then told the Town Council that they should be considering expanding or extending the Ordinance that deals with delinquent taxes as they are moving into the final phase of the POCD (Plan of Conservation and Development). This recently passed Ordinance states that someone can't come to the Town with an application for a permit if they have delinquent taxes or if they aren't paying them. He is asking them to use this same logic on Notices of Violation, which have been on properties for seven years in some instances. He is one of the people where a Notice of Violation affects his property. The people who have had these Notices of Violation for seven years have been given permits to operate each year. It is a public embarrassment to him to see permits being issued to applicants who have Notices of Violation. He thinks it would be easy to combine this with the Tax Ordinance. He thinks this would be the right thing to do. He told the Town Council that he hopes they will take this into consideration this year but if not then at the beginning of next year.

Councilor Szeps made a motion to move "New Business" (Item B. –Presentation – Central Connecticut Health District –Charles Brown, Health District) up ahead of "Appointments/Resignations". The motion was seconded by Councilor Kochanek and adopted unanimously by those present.

New Business

B. Presentation – Central Connecticut Health District – Charles Brown, Health District

Judy Sartucci said she is one of the two representatives from Rocky Hill, as well as the Chairman on the Board of Health. She introduced Marti Stiglich, who is the other representative. Judy Sartucci said they like to give an annual update on the Health District's activities. Rocky Hill is one of the four member Towns of the Central Connecticut Health District, along with Berlin, Newington and Wethersfield. She introduced Charles Brown, who is the new Director of Health, as of the end of September 2014. Judy Sartucci gave some background information about Charles Brown. Judy Sartucci said they are at a critical time in healthcare and public health with a lot of challenges ahead. They are looking to Charles Brown to guide them in this role.

Charles Brown also gave a little bit of his background information to everyone. He gave a PowerPoint presentation with regards to the annual update of the Central Connecticut Health District's activities. After the presentation, he thanked the Town Council for allowing him the opportunity to come and speak this evening. He also thanked the public for their continued support as the Central Connecticut Health District continues making the communities healthy.

Mayor Vassel asked the Town Council if they had any comments or questions for Charles Brown. Councilor Kochanek said he has been with this organization for quite a while and drills that Charles Brown had mentioned are actually run. People act differently when they know they have to get something in order to not get something (i.e. a disease, etc.). This organization is the first step in preventing a widespread disease to occur. They do a great job for the public and Councilor Kochanek thanked them.

Councilor Casasanta said she also appreciates the work they do. She asked if there have been any cases of the EVD-68 (Enterovirus) in their district. Charles Brown said this type of information isn't reported down at the local level because of HIPAA, etc. EVD-68 has been seen in forty-seven of the fifty States and it has been seen in Connecticut. Basic hygiene practices are the best way for people to protect themselves from these types of things.

Charles Brown was thanked for his presentation.

Appointments/Resignations

Deputy Mayor Bell said there were no appointments or resignations for the Majority Party and Councilor Kochanek said there were none for the Minority Party.

Mayor Vassel said Town Manager Scaife had made up a chart for the Charter Review Commission and he told the Town Council that they could vote on each name if they wanted to. Jo-Anne Booth would be keeping track of this.

Mayor Vassel did a Roll Call Vote for each of the names listed. The results are as follows:

For Rocco Sanzo (R):

Yays(8): Vassel, Bell, Casasanta, Drapeau, Kochanek, MacDonald, Szeps and Vargas

For Frank Simboski (R):

Yays (8): Vasel, Bell, Casasanta, Drapeau, Kochanek, MacDonald, Szeps and Vargas

For James Tallberg (R):

Yays (8): Vasel, Bell, Casasanta, Drapeau, Kochanek, MacDonald, Szeps and Vargas

For Jeff Thomen (R):

Yays (8): Vasel, Bell, Casasanta, Drapeau, Kochanek, MacDonald, Szeps and Vargas

For Phil Benoit (D):

Yays (8): Vasel, Bell, Casasanta, Drapeau, Kochanek, MacDonald, Szeps and Vargas

For Barry Goldberg (D):

Yays (2): Kochanek and MacDonald; Nays (6): Vasel, Bell, Casasanta, Drapeau, Szeps and Vargas

For Barbara Surwilo (D):

Yays (2): Kochanek and MacDonald; Nays (6): Vasel, Bell, Casasanta, Drapeau, Szeps and Vargas

For Peter Arico (D):

Nays (8): Vasel, Bell, Casasanta, Drapeau, Kochanek, MacDonald, Szeps and Vargas

For Kevin Clements (D):

Yays (8): Vasel, Bell, Casasanta, Drapeau, Kochanek, MacDonald, Szeps and Vargas

For Neil Geldof (D):

Yays (8): Vasel, Bell, Casasanta, Drapeau, Kochanek, MacDonald, Szeps and Vargas

For Steve Finkel (I):

Yays (3): Bell, Kochanek and MacDonald; Nays (6): Vasel, Casasanta, Drapeau, Szeps and Vargas

Rocco Sanzo, Frank Simboski, James Tallberg, Jeff Thomen, Phil Benoit, Kevin Clements and Neil Geldof were appointed to the Charter Revision Committee.

Councilor MacDonald said the Democratic Town Committee had put three names together from their submission and this is exactly the danger that he had talked about the last time when it was the Republicans who had driven the entire slate of the Charter Review Commission. He thinks this is nothing more than political grandstanding. The Democrats had gone along with the four names that the Republican Committee put up but the Republicans voted down the three names that the Democratic Committee put up. He told the Republicans that they weren't even listening to him because they already had their decision and they knew what they were going to do. Deputy Mayor Bell asked for a Point of Order. Councilor MacDonald thinks the Rocky Hill

people lost on this vote. This was a disservice to all of the work that that Democratic Committee does and he would never have allowed this to happen if he was Mayor.

Approval of Minutes

A. Council Meeting – October 20, 2014

Councilor Szeps made a motion to approve the Minutes of the October 20, 2014 meeting of the Town Council. The motion was seconded by Councilor Drapeau and adopted unanimously by those present.

B. Special Meeting – November 3, 2014

Councilor Szeps made a motion to approve the Minutes of the November 3, 2014 special meeting of the Town Council. The motion was seconded by Deputy Mayor Bell and adopted by those present with Councilor Drapeau abstaining.

Subcommittee Reports

A. Finance

The Finance Committee had met on November 12, 2014. Councilor Vargas said the Tax Collector had provided them with a spreadsheet of prior delinquent real estate taxes and a summary of the Tax Collector's calendar, which is for processing and collecting real estate taxes. Steps were mentioned that are taken after taxes become delinquent. The same type of process for delinquent personal property and auto taxes will be developed.

A copy of the Blum Shapiro IT Assessment Report had been received and this has been given to the IT Director. Councilor Vargas told the Councilors who aren't on the Finance Committee that she thought they received that on the table this evening. The Finance Committee discussed receiving periodic updates as to the status of corrective actions taken on the reported items.

An update had been received on the 2015 Ad Valorem Tax. The MDC's proposed budget is showing that Rocky Hill's Ad Valorem Tax will be \$2,225,100, which will be an increase of 6.6%. Rocky Hill is 5.75% of the total proposed \$38,687,600 to be charged to the eight participating Towns. The water use charge, special sewer service charge and sewer use charge also had been discussed. There is a public hearing this evening for MDC's Board of Finance with regards to their budget and there will also be a public hearing on November 19, 2014 for the Water Bureau with regards to rates. The 2015 MDC budget will be adopted by the District Board the first week in December.

B. Public Safety

The Public Safety Committee had a meeting this evening at 6:00 p.m. Deputy Mayor Bell said there was an update on 60 West Street. The Committee also adopted its 2015 Meeting Schedule.

The Microwave radio installation is complete at the five sites and January 1, 2015 is the anticipated completion date for this project.

Deputy Mayor Bell said that Town Manager Scaife had given an update on the backup air conditioning for the RHPD and she believes that he would give another one during his report this evening.

The Fire Marshal had stated that businesses can contact his office if they would like fire extinguisher training.

There has been very good feedback on the SRO Program and the Officers. Updates will be given in the next budget season.

This Committee's next meeting will be on December 15, 2014.

C. Government Operations Committee

There had been a special meeting on November 10, 2014 with the Government Operations Committee, the Public Buildings Commission and the School Buildings Committee. The Guaranteed Maximum Price agenda item had been tabled and this will be on their next agenda.

Several Change Orders had been approved, as well as Friar Associates' design for the bathroom renovations at West Hill School. Cost estimates will be given to the Town Council to see if this project will be gone forward with.

D. Land Acquisition & Farmland Preservation

Councilor Szeps said a lot of paperwork is going back and forth between the Town and the Hayes' family. The final documents might be being filed this evening to complete the purchase of development rights for that property.

E. Senior Affairs Committee

Councilor Vargas had no report.

Councilor Szeps made a motion to move "New Business" (Item F. – Discussion and Possible Action – Concession Stand Sponsorship Opportunity) up ahead of "Consent Agenda". The motion was seconded by Councilor MacDonald and adopted unanimously by those present.

New Business

F. Discussion and Possible Action – Concession Stand Sponsorship Opportunity

Mayor Vassel was a little surprised when he had toured the concession stand several weeks ago with regards to there being a little around \$200,000 that has been put into this. The RH Little League had funded this through fundraising. The restrooms aren't presently being paid by the

Town to be maintained but these are open to the public. He wanted to see if the Town Council would agree to give \$5,000 towards the concession stand.

Dave Sevigny, 85 Rosewood Drive, R.H., who is the President of RH Little League, told the Town Council that he really appreciates the volunteerism of them, as well as the help they give to the Town. There was quite a contingency of the RH Little League Board present this evening also. He passed out a copy of the concession stand cost & donations versus the estimate to all of the Town Council. (Please see the Second Attachment.) The RH Little League usually comes before the Town Council to get approvals to go forward with projects (i.e. storage sheds, batting cages, and the Challenger Field, etc.). He told the Town Council that he understands how they have to make prudent decisions and he is glad they are. He is also glad that he has to support this request on behalf of RH Little League. Over the years, RH Little League has done its projects with the Town keeping the aesthetics of it in mind. They are asking the Town now to keep them in mind. A total of \$193,200 has been spent with \$128,841.50 of this coming from RH Little League. They wouldn't have gotten the concession stand done without the help of a lot of donations. Ron Drisdelle had done a tremendous amount of project management and Dave Sevigny publically thanked him because this wouldn't have happened without him. Dave Sevigny then mentioned other names listed on the paperwork with regards to what other people had donated. He thought it was important to put out there how there was a lot of time, effort and financial resources that they had in the Council Chambers because it wasn't like they weren't willing to put up what the Town Council is being asked to put up. He thinks the commitment to the Town and the effort has been demonstrated so he really hopes the Town will do the same in return. He also thinks this project will be done by the end of the spring but they have approximately \$23,000 left between the payables and what they want to have done to complete this project. The RH Little League's operating budget is near zero and they need to generally be in the \$8,000 to \$12,000 range. There was just some vandalism at the concession stand in the last month and he mentioned a couple of things that need to be done (i.e. iron window grates and an alarm system. etc.). He knows that the Town Council is charged with the fiscal responsibility. No matter what happens with the Town Council's consideration, he said that they will continue getting RH Little League contributions.

Dave Sevigny asked the Town Council if they had any questions. Councilor MacDonald said he absolutely supports this and this is a "no brainer". He hopes that the rest of the Councilors would too. He referred to what RH Little League has done over the years for thousands of kids. He also referred to what Capital Improvements they have made as being tremendous and thinks the concession stand is the focal point from what has been done so far. The community had come together and he thinks this shows how really important the concession stand is. The Miracle Field is a phenomenal thing that will be added directly across from that.

Deputy Mayor Bell totally supports this. She thanked all of the RH Little League members for their service to the Town.

Councilor Drapeau said "ditto" to what Councilor MacDonald had said. Councilor Drapeau said he will support this because he knows that Ben Allison, who is eight years old, and Nick Allison, who is the little brother, were watching this meeting and they would be supporting it too.

Councilor Vargas said she would be supporting this. She asked Town Manager Scaife and Finance Director Mehr if this \$5,000 could be taken from the \$300,000 that had been acknowledged at the last Finance Committee as being moved from Parks and Recreation into nonrecurring so that there won't be any budget implication. Town Manager Scaife said yes.

Councilor Szeps made a motion to approve the \$5,000 request for the concession stand (at Elm Ridge Park). The motion was seconded by Councilor MacDonald and adopted unanimously by those present.

Consent Agenda

Deputy Mayor Bell made a motion to adopt the Consent Agenda. The motion was seconded by Councilor Casasanta and adopted unanimously by those present.

- A. Approval – Working Notes – October 20, 2014
- B. Authorize Town Manager to Execute Grant Award re: Main Street Investment Fund – Ray Carpentino, Economic Development

Resolution Authorizing Town Manager to Execute Grant Award

Main Street Investment Fund

I, Linda Giuliano, do hereby that I am the Assistant Town Clerk of the Rocky Hill, a municipal corporation organized and existing under the laws of the State of Connecticut having its principal place of business at 761 Old Main Street, Rocky Hill, CT 06067, that I am the keeper of the corporate records and seal. That the following is a true and correct copy of resolutions duly adopted and ratified by the Town Council on November 17, 2014 in accordance with the constituent charter of the Town of Rocky Hill; and that the same has not in any way been modified, repealed or rescinded, but is in full forces and effect.

BE IT RESOLVED, that Guy Scaife, Town Manager, of the Town of Rocky Hill, be and hereby is, authorized to execute, on behalf of this municipal corporation, the Notice of Grant Award with the State of Connecticut for financial assistance for the Silas Deane Highway Streetscape Phase IIa.

IN ADDITION, that Guy Scaife, Town Manager, is hereby authorized to enter into such agreements, contracts and execute all documents necessary to said grant with the State of Connecticut.

IT IS FURTHER CERTIFIED that Guy Scaife was appointed Town Manager. His term of office began on 9/15/14 and will continue indefinitely. As the Town Manager, Guy Scaife serves as the Chief Executive Officer for Rocky Hill and on November 18, 2014, had both the authority and the office to sign on behalf of the Town of Rocky Hill, the Notice of Grant Award with the State of Connecticut for financial assistance for the Silas Deane Highway Streetscape Phase IIa. Dated in Rocky Hill, CT this 18th day of November 2014.

Linda Giuliano

Assistant Town Clerk
Seal

- C. Award of Bid – Roof Replacements – Highway Garage and Fire Station Headquarters
(approved by the Finance Committee and recommended to Council on 11/12/14)

BE IT RESOLVED that the Rocky Hill Town Council awards the bid for the Roof Replacement at Fire Station Number 3 to Macri Roofing Inc., 36 Duffy Avenue, Meriden, CT at a bid price of \$28,950.00. This roof replacement will be charged to the Capital Improvement Budget – budget line 01-950-000-5725 for Building Improvements – Town for the 2014-2015 budget year.

BE IT FURTHER RESOLVED that the Rocky Hill Town Council awards the bid for the Roof Repairs and Replacement at the Town Garage to Scholar Painting and Restoration, LLC, 2 Klarides Village Drive, Seymour, CT at a bid price of \$21,820.00. This roof replacement will be charged to the Reserve for Capital and Nonrecurring Expenditure Fund – Repairs and Improvements to Town Buildings – budget line 40-950-000-5444 for the 2014-2015 budget year.

Report and Recommendation

The Town went to bid for roof replacements at Fire Station Number 3 and at the Town Garage with a bid opening on October 29, 2014. Nine contractors submitted bids. The Public Works-Facilities Department recommends that Macri Roofing be awarded Fire Station Number 3 and Scholar Painting and Restoration be awarded the Town Garage. This bid is for roof replacement work that will be performed based on weather conditions during the July 1, 2014 through June 30, 2015 budget year.

Other Bidders:

Diamond, Inc., Waterbury, CT
Posyllo GC Corp., Brooklyn, NY
Silktown Roofing, Inc., Manchester, CT
The Roofing Store, LLC, Plainfield, CT
C & M Roofing Co., LLC, South Windsor, CT
Eagle Rivet Roof Service, Bloomfield, CT
American Integrity Restoration, Glastonbury, CT

- D. Approval – Reaffirmation and Updates to Civil Rights Policies – Kim Ricci, Planning
E. Authorization – Resolution to Accept New Towns into the Capitol Region Council of Governments

WHEREAS, the towns of Berlin, Columbia, Coventry, Mansfield, New Britain, Plainville, Southington, Stafford and Willington, have voted to join the Capitol Region Council of Governments (CRCOG) Metropolitan Planning Organization (MPO); and

WHEREAS, the MPO for the Capitol Region will govern the allocation of federal transportation funding within the Region; and

WHEREAS, the Federal 23 CFR 450.310, Metropolitan Planning Organization (MPO) Designation and Redesignation Process requires that units of general purpose local government vote in favor of MPO Redesignation in order for such redesignation to take effect; and

NOW THEREFORE, BE IT RESOLVED, that the Rocky Hill Town Council hereby votes to accept the towns of Berlin, Columbia, Coventry, Mansfield, New Britain, Plainville, Southington, Stafford and Willington, in part or in whole, into the CRCOG MPO.
Dated at Rocky Hill, CT this ____ day of November, 2014.

CERTIFICATION

I, Linda Giuliano, Assistant Town Clerk of the Town of Rocky Hill duly elected and qualified according to law and having custody of the seal of the Town of Rocky Hill, hereby certify that the preceding is a true and correct copy of a resolution duly adopted at a Town Council Meeting held on November 17, 2014 and that said resolution has not been amended, rescinded, or revoked and remains in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Town of Rocky Hill this __ day of November, 2014.
(Town seal)

(signature)
Assistant Town Clerk, Town of Rocky Hill

New Business

- A. Discussion and Possible Action – Adoption Proposed Ordinance: Exemption for Horses and Ponies – Stuart Topliff, Assessor

Councilor Szeps recused himself.

Councilor Drapeau made a motion to adopt Article VIII – Exemption for Horses and Ponies. The motion was seconded by Deputy Mayor Bell and adopted by those present with Councilor Szeps abstaining.

Be it ordained by the Town Council of the Town of Rocky Hill that the following Ordinance be accepted and adopted:

Article VIII
Exemption for Horses and Ponies

There is hereby created, pursuant to the provisions of subdivision (68) of section 12-81 and section 12-91 of the Connecticut General Statutes, as amended by public act 14-33, an exemption from personal property taxation any horse or pony commencing on October 1, 2014 and thereafter.

This Ordinance will take effect in accordance with the Town Charter.

C. Discussion and Possible Action – Town Center West Request for Time Extension – Elm Ridge Parking Lot – Jim Sollmi, Engineering

Jim Sollmi (Director of Community Development Services) said this request is from Rich Vicino (Developer of Town Center West) based on the report that Dr. Welti had done about the borings into the Elm Ridge Park parking lots. A high ground water is right beneath the pavement so it is inadvisable to have any pavement remediation done there until a full underdrainage system is installed.

Mayor Vasel asked what the problem would be in having this reclaimed right now and paving it without having the underdrainage system. He said he knew the answer to this but he wanted to ask it because he didn't know if the other Councilors knew it. Jim Sollmi said they would be subject to further cracking, as well as frost heaving, and he said that Rich Vicino is trying to avoid this. They want a good and dry foundation to put the pavement on. Rich Vicino said he is looking for a ten month extension for the actual construction period of time and he would like to come back with a remedial plan in ninety days so the Town Council will know exactly what is going to be done. They want to make sure what they are doing is correct.

Mayor Vasel asked if any more test holes are going to be done when the pond is filled (i.e. for the fishing derby) because he thinks this might raise the water table even more. Rich Vicino doesn't think that will make a difference because it is raised so high now. He wants to make sure though that the outfall to the drainage is above whatever the wetlands area is filled to if they do put drainage in. Some elevation shots will have to be taken and there will have to be a few more tests probably. They have to figure out some of the existing storm drains and they can't find one of these on the plan. Jim Sollmi thinks this is just a matter of locating the water elevation and comparing that to the depth of the drains to make sure that there will be a positive outflow at all times.

Mayor Vasel said part of the reason for them opting to go with the paving of these parking lots when this had been presented to the Town Council originally was because of the 4" wide cracks there and people falling. He asked Rich Vicino if he would be willing to patch some of these cracks now if an extension was to be granted. Rich Vicino said they could do that as long as they can get in there before the plants close and as long as the weather is okay over the next couple of weeks.

Deputy Mayor Bell asked why a ten month extension is being asked for. Rich Vicino said he wants to make sure that this is coordinated with Lisa Zerio (Director of Parks and Recreation & Custodial Staff) also because he isn't sure if both of the parking lots can be done at the same time due to different events. There will be a process to having this done.

Councilor Drapeau said he has some concerns. He told Rich Vicino that the original contract for when the Town had signed the development rights over to him had been signed on April 26, 2011 and he had agreed to do a different project, which is off the table now. Councilor Drapeau told Rich Vicino that he had agreed to do another project for the Town and he had agreed to start on a certain date (June 30, 2012) but nothing happened. Councilor Drapeau mentioned that he hadn't been on the Town Council at that time. Rich Vicino said the land wasn't closed on until August 29, 2014. Councilor Drapeau agreed but he believes that the assignment of the agreement for development rights was part of the Town's deal and they did that. Rich Vicino said this isn't something that the Town forced him to do. He is gifting to the Town. Councilor Drapeau said this isn't as he understands it. Rich Vicino said no one from the Town Council had told him that he had to do extraneous things to get the contract. He offered to do this. Councilor Drapeau said this is stated in the contract in exchange for taking the development rights for Town Center West. Rich Vicino said he was going to do some additional work as part of doing this as he always does with every project he does with the Town. He told Councilor Drapeau that what he was talking about was all history and the Town Council had moved forward to the present contract. Councilor Drapeau said they are on an amended agreement now, which was somewhere around March 16, 2014, and he told Rich Vicino that he had agreed to do these parking lots by November 15, 2014. Councilor Drapeau is concerned because the date of 2012 came and went and then nothing happened until 2014. He told Rich Vicino that he is now looking for another extension on what he is calling a gift. Councilor Drapeau is calling it consideration and he asked Rich Vicino when he is going to finish this. Rich Vicino asked Councilor Drapeau if he is concerning himself more about when this is going to be paved instead of the product they will get. Councilor Drapeau asked if the taxpayers are getting their due and Rich Vicino said they absolutely are because they are getting something free from a developer. Rich Vicino told Councilor Drapeau to continue the conversation if he was telling the public that he doesn't fulfill his obligations to the Town. Councilor Drapeau believed he had just said that and it was a fact.

Councilor MacDonald asked Mayor Vasel for a Point of Order and he asked how what Councilor Drapeau is saying ties to this agenda item. Mayor Vasel asked for specific questions to be asked so that they could get specific answers. Councilor Drapeau asked Mayor Vasel if he had voted on the Point of Order. Mayor Vasel said he didn't think this was appropriate at this time and he asked Councilor Drapeau to please direct his questions. Councilor Drapeau told Rich Vicino that he didn't mean to take him to task and that this is an indictment of the process and not of him. Councilor Drapeau told Rich Vicino that he thought he would have started sooner than October 2014 seeing this had been signed in April 2014. Mayor Vasel told Councilor Drapeau to concentrate on the agenda item. Councilor Drapeau asked what exactly is needed for an extension. Rich Vicino mentioned this again. Councilor Drapeau asked if this will be within ten months of today or within ten months of the ninety days. Rich Vicino said this is ten months from November 15, 2014.

Councilor Vargas asked Rich Vicino if he sees this costing the Town money because it wasn't going to originally. Rich Vicino said he is trying to avoid that and this is why he is going to talk to Parks and Recreation to see what he can do so it won't cost them money. He is trying to make this so there will be no cost to the Town. Councilor Vargas confirmed that the report will contain if there will be any costs and Rich Vicino said correct. Mayor Vasel asked Rich Vicino

if he isn't planning on passing the escalation of the paving cost on to the Town because that goes up every year and he said absolutely not.

Councilor Casasanta acknowledged where Councilor Drapeau was coming from because both of them hadn't been on the Town Council at the time when the agreement had been entered into. Councilor Casasanta told Rich Vicino that she hoped he wasn't construing any of Councilor Drapeau's questions as being anything other than him seeking information, as well as clarifying it. Councilor Casasanta also appreciated Councilor Vargas' question about additional monies for this project. Councilor Casasanta told Rich Vicino that she also appreciated him keeping them in the loop in ninety days.

Councilor MacDonald thanked Rich Vicino for coordinating with the Town Staff, especially with Parks and Recreation. It is very logical to have this extended a little bit longer so that the park won't be closed. Councilor MacDonald hadn't been on the Town Council either when this had been adopted but he was in Town when Maxwell Park had been done by Rich Vicino and they can take Rich Vicino's "word to the bank" that things will get done right. Councilor MacDonald apologized if this had gone off track. He wanted to thank Rich Vicino for everything that he has done for Rocky Hill and he is looking forward to this completed project.

Deputy Mayor Bell made a motion to approve the Town Center West request for a time extension granting a ten month extension with an interim report in ninety days and the cracks at the Elm Ridge Park parking lots that currently are safety issues need to be patched now. The motion was seconded by Councilor Szeps and adopted by those present with Councilor Drapeau opposed.

**Resolution Amending the "Amendment to Land Disposition
and Redevelopment Agreement" for Town Center West**

WHEREAS, the "Amendment to Land Disposition and Redevelopment Agreement" for the Town Center West redevelopment project was approved by the Town Council at their July 7, 2014 meeting and executed by the Town on July 9, 2014 and;

WHEREAS, Section 2. (c). of the "Amendment to Land Disposition and Redevelopment Agreement" amended "Miscellaneous Provisions" of the Original Agreement specifying,

"The developer shall perform work described in Exhibit B hereto at Elm Ridge Park for the benefit of and at no cost to the Town, subject to approved plans and specifications and a construction timetable to be mutually agreed-upon by the parties: provided however that construction shall be completed by November 15, 2015" and

WHEREAS, upon further investigation, test pits and soils analysis performed by Dr. Clarence Welti, P.E., P.C., revealed that unacceptable subsurface conditions exist under the current pavement (high ground water) making it impractical to merely reclaim and repave the parking lots; and

WHEREAS, it will be necessary for the Developer to work with the Town Engineer to prepare

plans and specifications to address the unacceptable conditions prior to repaving the parking lots and has requested that the November 15, 2014 deadline be extended.

THEREFORE, BE IT RESOLVED that the Town Council grants an extension of time to perform the required analysis, engineering and work as specified in Section 2. (c) of the “Amendment to Land Disposition and Redevelopment Agreement” to a date agreed upon by the Parks & Recreation Director and the Town Engineer in an effort to minimize conflicts and interruptions of Town activities and events.

BE IT FURTHER RESOLVED that said extension shall not extend beyond November 15, 2015.

C. Discussion and Possible Action – Field Use Policy – Lisa Zerio, Parks and Recreation

Lisa Zerio said she had come to the Town Council in July stating that she was trying to have a Field Use Policy approved for the beginning of 2015. After several conversations with Town Manager Scaife, it was realized that the document could probably flow better. Lisa Zerio was able to take twenty-one sections and turn this into nine. There were no content changes. The changes were more of a formatting, housekeeping and grammatical nature. They needed to make the document more user friendly.

Councilor MacDonald asked how this ties to the recently adopted Board of Education Policy. Lisa Zerio said the Board of Education’s is more about their facilities on the inside of the schools. They also have a section in theirs with regards to McVicar Field and there is a line item in there for any fees being collected going into an account for the maintenance of the field. Frank Morse, Chairman of the Board of Education, had looked over the Draft of the Field Use Policy. Councilor MacDonald told Lisa Zerio that she also has McVicar Field so he asked her if she is handling the reservations and appeals, etc. for it. Lisa Zerio said outside group calls with regards to the renting of McVicar Field always come to the Parks and Recreation office and they book those.

Councilor MacDonald referred to the money that is coming in for using McVicar Field. Lisa Zerio said this isn’t being rented out right now but if this Policy is passed tonight then there is something in the contract with regards to a long term use being negotiated. This will be brought to the Parks and Recreation Advisory Board for a fee to come up with. The fees will get turned over to the Town coffers. It will be up to Town Manager Scaife as to where the monies will be going. Councilor MacDonald said the Board of Education’s Policy states that the fees for the use of McVicar Field and the pool shall be deposited by Parks and Recreation into a separate pool/field account for future maintenance of those areas and he said they should try to track this. He asked if this has been established on the Town side and Finance Director Mehr said not yet.

Councilor MacDonald asked how it would work for the other fields for the other schools and gave an example of CFC using them. Lisa Zerio said they would be paying \$100 for a two hour time block. It would become a little more of an administrative task on Parks and Recreation’s end. Councilor MacDonald asked if this money would go into a separate Town account to be used for the maintenance of those fields and he asked if this has been worked out. Lisa Zerio

said they didn't get that far with regards to where the monies will be going. Councilor MacDonald asked if they could get more closure on this from an administrative process. He thinks the whole concept is for fees to be charged for people who are using the fields and the fees can be used over a period of years to reclaim, etc. the fields. Lisa Zerio said she likes how the Board of Education's Policy words that so she spoke about them matching this in the Field Use Policy. Councilor MacDonald told Lisa Zerio that he didn't see the pool in her Policy and he asked if that is part of Parks and Recreation. Lisa Zerio said they never thought of that being a rental facility. Councilor MacDonald told Lisa Zerio that maybe she could work this out because reference is made to money being collected for the use of the pool.

Councilor MacDonald referred to the second priority user category and asked who determines the exemptions, as well as what those would be. Lisa Zerio said this would be if the Girl Scouts or Boy Scouts or the PTO want to use the park. They would never be charged. Councilor MacDonald asked who would be charged as a second priority user or if it is unlikely that they would ever be charged. Lisa Zerio said they would probably charge if a Rocky Hill business was going to have a softball tournament to make money. It would depend on what they are using it for.

Councilor MacDonald thinks a little bit more work needs to be done on this. The wording needs to be coordinated with the Board of Education's Policy. He also thinks where the money will be going should be included in this, as well as more of the process. Mayor Vassel asked Councilor MacDonald what he was suggesting. Councilor MacDonald said this isn't complete so he is in no position to vote on it.

Town Manager Scaife said this is a work in progress. He said that Lisa Zerio needs to have a working document and he asked her to make clear what her timing is to everyone. Lisa Zerio said this would have to be approved at one of the Town Council meetings in December because people will be booking the fields and the parks in January for the spring. Town Manager Scaife said if this isn't approved then the document that isn't as good as this one is will stay in effect. He doesn't want to get to January without the improvements that they have gotten this far. Lisa Zerio told Town Manager Scaife that they technically have no Policy because this had been brought forth in 2004 but it was never adopted.

Mayor Vassel asked Lisa Zerio how long it would take her to fine tune the Policy. Lisa Zerio said she didn't see any issue having this done for December 1, 2014.

Councilor Szeps made a motion to table the action on the Parks, Facilities and Field Use Policy. The motion was seconded by Councilor MacDonald and adopted unanimously by those present.

E. Discussion and Possible Action – Authorization to Apply for America the Beautiful Grant – Lisa Zerio, Parks and Recreation

Lisa Zerio said DEEP (Department of Energy and Environmental Protection) offers this grant and they have over \$100,000 for it this year to give out to communities. This is a \$12,000 maximum grant for a community and it is a matching one but not dollar for dollar. This could be in-kind services. Rocky Hill has received this no less than three times over the past ten years and

two separate projects have been done at Elm Ridge Park. Trees have also been planted along Old Forge Road. She would like to focus on Center Cemetery if they do apply for this. She has been meeting with their Arborist and they are putting a plan together. She also has a whole report.

Councilor Drapeau asked Lisa Zerio how much money is being looked for. Lisa Zerio said she would be asking for \$6,000 and then \$6,000 for in-kind services.

Councilor Szeps made a motion to approve the Resolution for the Authorization to apply for the America the Beautiful Grant. The motion was seconded by Deputy Mayor Bell and adopted unanimously by those present.

BE IT RESOLVED that the Town Manager is hereby authorized to apply for the America the Beautiful (ATB) Grant Program. The CT DEEP, division of Forestry makes funding available to municipalities and non-profit organizations for the purpose of advancing urban forestry throughout the state. ATB Grants can be applied to a wide range of urban forestry projects and must be reflective of the needs of the community and demonstrate the community's commitment to urban forestry.

BE IT FURTHER RESOLVED that should the Town of Rocky Hill be awarded the America the Beautiful Grant the Town Manager is authorized to sign the awarded grant contract.

G. Discussion and Possible Action – Minutes/Working Notes – Guy Scaife, TM

Town Manager Scaife told the Town Council that they had a copy of "Draft Working Notes" and a copy of "Draft Minutes" in their packets per their request so that they could evaluate if they have the same value of the document which is slightly reduced or if something is lost. The "Draft Minutes", in his opinion, is the same document from critical components and content but slightly reduced in terms of extraneous comments which had no substantive value. He told the Town Council if there are specifics that they have identified that are short in the "Minutes" then they can deal with those. He has spent a lot of time looking at their process and as it is being administered, it is convoluted. They have had "Minutes" that are actually actions that have been taken. The law requires that actions taken be made available to the public within forty-eight hours of a meeting. This will be done on a form entitled "Actions Taken". The law also requires that "Draft Minutes" be made available within seven days of a meeting and this will be done. There is no requirement with regards to how long it takes for the "Draft Minutes" to be approved. They will meet all of the statutory requirements without losing valuable content. He told the Town Council that he believes they could address any concerns they have with regards to what is in the "Minutes" versus the "Working Notes".

Deputy Mayor Bell made a motion to adopt having "Minutes" versus "Working Notes". The motion was seconded by Councilor Szeps and adopted by those present with Councilor Kochanek opposed.

Before this motion was voted on, Councilor Drapeau said it is a matter of business practice that Minutes, not Working Notes, are standard orders of business in official, as well as some unofficial meetings, and he thinks the Minutes' approach is the best one.

At this point, the motion was voted on.

H. Discussion and Possible Action – 2015 Town Council Meeting Schedule

Councilor Szeps made a motion to approve the 2015 Town Council Meeting Schedule. The motion was seconded by Councilor Vargas and adopted unanimously by those present.

Town of Rocky Hill
TOWN COUNCIL
MEETING DATES
2015

Tuesday January 20, 2015* Martin Luther King Day

Monday February 2, 2015

Tuesday February 17, 2015* Presidents' Day

Monday March 2, 2015

Monday March 16, 2015

Monday April 6, 2015

Monday April 20, 2015

Monday May 4, 2015

Monday May 18, 2015

Monday June 1, 2015

Monday June 15, 2015

Monday July 20, 2015

Monday August 17, 2015

Monday September 21, 2015

Monday October 5, 2015

Monday October 19, 2015

Monday November 16, 2015

Monday December 7, 2015

Monday December 21, 2015

*Tuesday meetings are scheduled due to holidays on Monday.
All meetings begin at 7:00 p.m. unless otherwise noted on the agenda.

I. Discussion and Possible Action – New Rocky Hill/CREC Intermediate School Serving Students in Grades 4 -5, Finance, John Mehr

Finance Director Mehr said the Board of Education has been working with CREC (Capitol Region Education Council) over the past few months for CREC to put a magnet school in somewhere in Rocky Hill and there would also be an intermediate school put in for Grade 4 and Grade 5 in tandem with this. He found out last week that an EDO49 form, which is associated with this project, has to be filed with the State by December 1, 2014. Three Resolutions are part of the documentation that is required with that form and those need Town Council approval between now and Thanksgiving if the Town wants to move forward with this with a potential of getting at least 80% of the cost for the intermediate school reimbursed by the State. He believes there is a meeting this Wednesday at Griswold Middle School to discuss this project. Town Manager Scaife said more will be learned at that meeting. If action is needed to be taken then the Town Council will need to have a special meeting next week. He told the Town Council if they also want further dialogue on the changes in the MDC upcoming rates then some of the MDC Staff could make themselves available for that meeting. Mayor Vasel asked if they could also get the Field Use Policy ready for that. Town Manager Scaife said it is possible. It was decided to have this special meeting on November 24, 2014 at 6:00 p.m.

Mayor's Report

All of the reserved parking signs at the Town Hall for the employees have been taken down so there is plenty of parking there now.

Mayor Vasel said it had just been Veteran's Day. He told the Town Council it is because of the Veterans that they are all elected and there today. He told everyone to be sure to say thank you to the Veterans.

Mayor Vasel told everyone to have a healthy and Happy Thanksgiving.

At this point, Councilor Kochanek said he felt disappointed about the vote the Town Council had taken on the candidates for the Charter Review Commission. The Democrats had supported the Republicans in good faith but that support wasn't returned to them and it didn't seem right that the rejection of the Democratic candidates took place.

Town Manager's Report

Town Manager Scaife reported on the investigation with regards to the need for additional generator capability at the RHPD so that the chillers could be powered in the event of commercial power loss. It was learned last month that a very preliminary report, which had been issued in the past, hadn't had the detailed work done to determine what the logical choices would be and what is there. An auxiliary air conditioner in the server room wasn't even considered and that has helped out during the most extreme periods. This is already served by the generator.

Also, the chillers are fed by an external air conditioner feed so it wouldn't have been a logical way to attempt to replace an inside breaker panel. A different solution has been priced for less than half of what the \$250,000 or \$260,000 proposal had been but some alternatives are also still being looked at. They are confident that there will probably be a finalized solution within the next thirty to forty-five days. They will move on this early if they can find some grant money but at a minimum, this will be in next year's budget cycle.

Some organizational changes have begun to be rolled out last week. Town Manager Scaife said one purpose for this is to make sure they have resources in the most critical areas. Another purpose is so that customer facing types of activities will be grouped differently from internal facing ones. The third purpose is for there to be better load sharing by the leveraging of areas where there is synergy between departments. Talent can be leveraged. No head count will be added and this will hopefully position them so they are able to continue without backfilling some current open positions.

There is a Department of Community Development (Building, Engineering, Code Enforcement, Planning & Zoning, Wetlands and Health) now on the second floor of the Town Hall. Jim Sollmi has been asked to head up that department. This new department will also allow some of Jim Sollmi's resources to help load share with some of the resources that are in building organization and code enforcement. Kim Ricci (Town Planner) will now be able to focus on Planning and Zoning administration and there is a ten year plan that has to be updated, etc. The Facilities Department, which is on the first floor in the Town Hall, will now be part of a new IT/Facilities organization, which will be a six person one as opposed to a three person one. Russ Ford (IT Director) will pick up the responsibility for facilities. There will be better management control.

The Tax Collector's office, the Assessor's office and the Town Clerk's office have been silo organizations. Stuart Topliff has been asked to take additional responsibilities on as the Director of Property and Record Services. This will give leadership to those three offices and there will be load sharing with this. A lot of gain is being seen here from the synergy of what these employees do and there will be the leveraging of technology across all three of those business units.

Town Manager Scaife said this will be extremely transparent to the public and internal efficiencies are already being seen. There will be no net cost to the Town.

Town Manager Scaife has already begun interviewing for a HR Director and might be asking the Town Council at their next special meeting for permission to get ready to make an offer. He is continuing finding areas where it is critical for this position to be filled.

Councilor Kochanek asked Town Manager Scaife if he has gotten legal clearance to take the Town Clerk's position, which is a non-union one, and have this put in with another department because the understanding is that the Town Clerk serves at the Town Council's whim. Town Manager Scaife said this isn't being put into another department and it will still be a standalone one. There has been legal clearance from their Town Attorney and this has been verified by the Connecticut Conference of Municipalities (CCM). The Town Attorney and CCM have also

validated that the Town can operate indefinitely with Assistant Town Clerks and Vital Records Assistants because they have full statutory authority as a Town Clerk. Councilor Kochanek confirmed that they don't have a Town Clerk but they have an Assistant Town Clerk who will be reporting to Stuart Topliff. Town Manager Scaife said the Town Council hasn't appointed a person to the Town Clerk role. They have been operating successfully in that role though since the Town Clerk had left. His recommendation is that they don't need to add a third person to the Town Clerk's Office because the workload doesn't justify it and he thinks they should allow the organization, which appears to be functioning, some time to run. Mayor Vassel asked who had taken on the responsibility of the Town Clerk when they had been away on vacation, etc. Town Manager Scaife said the Assistant Town Clerk did.

Councilor MacDonald gave Town Manager Scaife a lot of credit for trying to make improvements in the Town and thinks from looking at the organizational structure that managerial changes are always good but he said to him that when he hears what he is doing that this is circumventing the Town Charter. Councilor MacDonald said the Town Charter is specific about the role of a Town Clerk and how they are appointed. There will be a Charter Review Commission now and it will be fine if they want to look at the whole Town Clerk role. He doesn't believe that the Town Council has any say in this because this is a managerial decision that Town Manager Scaife is making. Councilor MacDonald is "dead set" against it because it has disaster written all over it. Town Manager Scaife doesn't believe that he is circumventing the Town Charter in any way. The Assistant Town Clerk will be retiring soon so they are in a "critical crunch" expertise wise and headcount wise to get experience in that office. He needs to better load level his Staff in order to ensure efficiency of the operation. He has been charged with finding ways of weeding out unnecessary expenses. It is the Town Council's choice though if they want to make an appointment (Town Clerk) or if they want to staff the Town Clerk's office with a third person. If this workload model plays out then he thinks there can be consideration for someone who is existing to be appointed as opposed to them adding a high level and expensive additional person.

Deputy Mayor Bell requested Town Manager Scaife to get all of the Town Council copies of the updated organizational charts. Town Manager Scaife said those will probably be out this week.

Executive Session

- A. Discussion of Commercial or Financial Information Given in Confidence and/or Evaluations Relative to a Prospective Public Supply and Construction Contract Pursuant to C.G.S. Sec. 1-200(6)(E) and 1-210(b)(5) and (7) with the Town Manager, Town Attorney and Economic Development Director.

Councilor Szeps made a motion to go into Executive Session at 9:10 p.m. for the Discussion of Commercial or Financial Information Given in Confidence and/or Evaluations Relative to a Prospective Public Supply and Construction Contract Pursuant to C.G.S. Sec. 1-200(6)(E) and 1-210 (b)(5) and (7) with the Town Manager, Town Attorney and Economic Development Director. The motion was seconded by Deputy Mayor Bell and adopted unanimously by those present.

Deputy Mayor Bell made a motion to come out of Executive Session at 9:20 p.m. The motion was seconded by Councilor Vargas and adopted unanimously by those present.

Adjournment

Deputy Mayor Bell made a motion to adjourn the meeting. The motion was seconded by Councilor Vargas and adopted unanimously by those present.

As there was no further discussion, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Jo-Anne Booth